Students desiring entrance into the Nursing major must first gain admission to CCC. Applicants who are accepted into the College will initially be placed in a pre-major status. While in a pre-major status, students complete coursework that will prepare them for courses specific to their major. Pre-major students are then evaluated for acceptance annually. Acceptance is based upon additional requirements beyond College admission and is explained below.

Traditional and advanced placed applicants to the Associate of Applied Science, Nursing major must complete developmental coursework and biology and chemistry requirements prior to consideration for acceptance. Students will not be considered for acceptance with a GPA of less than 2.75 effective fall 2018.

Acceptance is annually in spring for fall start of classes. Transfer students must have an official copy of all transcripts submitted to the College’s Admission Office by February 1 to be considered for fall acceptance.

The provisions within this admission ranking system are not considered an irrevocable contract between the student and the College. The College reserves the right to change the requirements and regulations at any time during the student’s term of enrollment.

Corning Community College Nurse Education Eligibility

Acceptance into the competitive AAS, Nursing / LAS major will be based on a ranking system. Students not selected for the professional phase of the major must meet with their advisor/program director to discuss their educational options.

Admission to CCC’s Nurse Education program is based strictly on the ranking system. Each year, more applicants submit eligibility packets than the number of available seats in the program. The ranking is utilized to select the applicants most likely to be successful with the rigors of the program.
PRE-REQUISITES and ELIGIBILITY

Courses must be successfully completed by January 22 in order to be considered in the ranking system. Prerequisites required for all applicants:

- Students must have completed all developmental courses (Reading, Writing and Math), place in ENGL 1010 based on CCC assessments tests and must be eligible to take MATH 1215 or higher

- Students entering the Nurse Education program will need to know basic keyboarding and computer use. Blackboard knowledge is a critical component of the course.

- Students must successfully complete courses in biology and chemistry either in high school (with a grade of 75% or its letter grade equivalent or higher) or in college (with a grade of C or higher).

Biology:

- If taken in high school and received more than a final grade of 75% OR taken in college and received more than a final grade of “C” or higher -- the Biology prerequisite has been met.
- If taken in high school and received less than a final grade of 75% OR took in college and received less than a final grade of a “C” then you must take BIOL 1050 Human Biology or 1060 Food Science or 1020 Intro to Biology: Animals and receive a final grade of “C” or higher.
- If never taken in high school then you must take a college course of BIOL 1050 Human Biology or 1060 Food Science or 1020 Intro to Biology: Animals and receive a final grade of “C” or higher.

Chemistry:

- If taken in high school and received more than a final grade of 75% OR taken in college and received more than a final grade of “C” or higher -- the Chemistry prerequisite has been met.
- If taken in high school and received less than a final grade of 75% OR took in college and received less than a final grade of a “C” then you must take CHEM 1020 Intro to Organic & Biochemistry or CHEM 1010 Chemical Principles and receive a final grade of “C” or higher.
- If never taken in high school then you must take a college course of CHEM 1020 Intro to Organic & Biochemistry or CHEM 1010 Chemical Principles and receive a final grade of “C” or higher.

Students will be required to submit a completed “Eligibility Packet for Nursing I.” The packet includes instructions on what documentation is required to be submitted for review and how to complete the requirements. Required areas include:

- Admission for NURS 1100/Nursing I application form
- One letter of reference from either personal or professional addressing the applicants desire to enter the nursing profession
- Unofficial transcript copy of completed prerequisite coursework
- Minimum GPA of 2.75 effective fall 2018.
- Results of a criminal background check
- Results of Pennsylvania child abuse screening
- Proof of current American Heart Association or American Red Cross BLS certification
- Completion of the “Essential Functions” of the Nursing program form
- Submission of required health form information to the identified company and results of Health Form compliance from identified company
- Students are required to meet the criteria set by the clinical agencies. This includes health form components, background check and/or child abuse check included in the eligibility packet.
- Each fall semester, students will be required to have flu immunization as part of their clinical lab requirement.
• An applicant who has been convicted of a felony may not be allowed to take the NCLEX. For more information, contact the Director of Nurse Education.
• Must be 18 years of age by June 1 of the intended graduation year to be eligible to take the NCLEX exam for licensure as a registered nurse.
• Ten percent of seats are reserved for high school students/graduates who meet program entrance requirements.
• A ranking system is applied to those applicants not admitted directly from high school (CCC Allied Health pre-nursing majors or transfer students who meet admissions requirements) based upon course completed toward the nursing program and GPA.

RANKING ELIGIBILITY
Eligibility packets will be reviewed and students ranked based upon their GPA, completed coursework, completion of pre-requisite coursework, background checks and health form compliance, and letter of reference.

• All applicants must have a minimum GPA of 2.75, and have received a grade of C or better in all Nursing prerequisite coursework.
• In addition, grades of “I” or “W” in any “point earning course” must be repeated successfully prior to being considered for admission.
• The maximum number of points that can be earned is 100.
• CCC Nurse Education does not accept applicants who have received a grade of D or F in any two required courses in the past 5 years.

Step 1: Courses listed in the Point Key One chart are evaluated to determine the number of points earned based on final grade earned. Possible point reductions will be applied.

Point Reductions: If course repeated BIO 1210 Principles of Anatomy & Physiology I or BIO 1220 Principles of Anatomy & Physiology II because of an unsuccessful completion (that is, an earned grade below a C or an earned an I or W), DEDUCT HALF THE POINTS earned for the repeated course. Two unsuccessful completions of either of these courses, will receive 0 points for the repeated course.

Step One: Point Key One

<table>
<thead>
<tr>
<th>Grade Earned</th>
<th>Points Earned</th>
<th>AAS program requirement</th>
<th>Final Grade Earned</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20</td>
<td>BIO 1210 Principles of Anatomy &amp; Physiology I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>16</td>
<td>BIO 1220 Principles of Anatomy &amp; Physiology II</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>15</td>
<td>TOTAL POINTS AWARDED \nSTEP I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>13</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>5</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please note, if BIOL 1050 Human Biology or 1060 Food Science or 1020 Intro to Biology: Animals in addition to BIO 1210 Principles of Anatomy & Physiology I, points will only be awarded for BIO 1210.

Step 2: Courses listed in the Point Key Two chart are evaluated to determine the number of points earned based on final grade earned. Possible point reductions will be applied.
Point Reductions: If repeated ENG 1010, MATH 1215, PSY 1101 or SOC 1010 because of an unsuccessful completion (an earned grade below a C or an earned I or W), DEDUCT HALF THE POINTS earned for the repeated course. Two unsuccessful completions of these courses, you will receive 0 points for the repeated course. Unsuccessful attempts at previous institutions are included in this policy.

<table>
<thead>
<tr>
<th>Grade Earned</th>
<th>Final Grade Earned</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1010</td>
<td>College Composition</td>
<td>12</td>
</tr>
<tr>
<td>MATH 1215</td>
<td>College Math I (or higher)</td>
<td>11</td>
</tr>
<tr>
<td>PSY 1101</td>
<td>Introduction to Psychological Sciences</td>
<td>10</td>
</tr>
<tr>
<td>SOC 1010</td>
<td>Introduction to Sociology</td>
<td>9</td>
</tr>
<tr>
<td>C+</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Step Three: Additional points are earned for the following circumstances.

<table>
<thead>
<tr>
<th>Additional Points</th>
<th>If YES, Points Earned</th>
<th>Points Added</th>
</tr>
</thead>
<tbody>
<tr>
<td>College degree from an accredited college.</td>
<td>Associate Degree = 2 points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bachelor’s Degree = 4 points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Master’s Degree = 6 points</td>
<td></td>
</tr>
<tr>
<td>Completed more than 12 credits at CCC.</td>
<td>4 points</td>
<td></td>
</tr>
<tr>
<td>Attended an AAS, Nursing/Allied Health education forum.</td>
<td>1 point</td>
<td></td>
</tr>
<tr>
<td>Student Diversity</td>
<td>1 point</td>
<td></td>
</tr>
<tr>
<td>TOTAL POINTS AWARDED STEP 3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
STUDENT INFORMATION for a student entering NURSING I FALL 18

 PACKET SUBMISSION—JANUARY 22 THROUGH MARCH 2, 2018 located at 132 Denison Parkway East downtown Corning, NY 14830 - 2nd Floor Nurse Secretary M–F 8 -3.

Please attach a copy of the following to this information form prior to submitting the packet:

- Criminal Background Screening results
- Pennsylvania Child Abuse Screening results
- Unofficial college transcripts
- ImmuniTrax Verification -- Including CPR
- Letter of reference

Name:                                                                                      Last                                                          First                                                          Middle Initial

Mailing address:                                                                                House# / Apt# / P.O. Box / Rural route                                              Street name

City                                                                              State                                                                            Zip code

Birthdate: ____________________  CCC  CID# ___C_______________________ LAST 4 of SS# ______________

County of Residence: Chemung_____ Schuyler_____ Steuben_____ Other - please identify___________________

Previous name(s) under which your academic records are listed?_________________________________________

High School Name & Graduation Date / GED Date  ___________________________________________________

Previous degrees obtained:________________________________________________________________________

Phone #  Daytime ______________________________ Home Phone:_____________________________________

Cell ______________________________ Work Phone ______________________________________

Personal e-mail:___________________________ College e-mail address:__________________________________

HAVE YOU EVER BEEN CONVICTED OF A FELONY: __________________________________________

HAVE YOU EVER ATTENDED NURSING I AT CCC? _____ If yes, please provide date(s)_____________

Release and Signature: The information provided in this application is correct to the best of my knowledge.

Signature of Applicant:___________________________ Date:_________________

Please read, sign, and submit the Essential Functions form included on next page.

ADMISSION RANKING AND ACCEPTANCE NOTIFICATION—MARCH 5-16, 2018.
ESSENTIAL FUNCTIONS FOR NURSING STUDENTS

I, __________________________________________, a prospective nursing student, verify that I am able to:

Maintain emotional stability, accept responsibility, and be accountable for my own actions.

Signature: __________________________________________

See: Initial here_____
Must possess near clarity of vision at 20 inches or less and far clarity of vision at 20 feet or more.

Hear: Initial here_____
Must be able to hear verbal communication, as well as sounds that indicate changes in a person’s condition (for example: breathing sounds, heart sounds, heartbeat, blood pressure…).

Speak: Initial here_____
Speak to clients and members of the health team utilizing understandable English.

Feel: Initial here_____
Possess sufficient sense of touch to determine a person’s condition (for example: changes in skin temperature, pulses…).

Read and Understand: Initial here_____
Read and understand English.

Write: Initial here_____
Use the English language to write legibly, thoroughly, concisely and appropriately.

Utilize Informatics: Initial here_____
Perform basic functions including use of a word processing program to cut/paste/copy/format documents; create/respond/attach documents to an e-mail; search the internet; and download assignments, save, complete assignments and return to sender.

Calculate: Initial here_____
Use mathematical functions to accurately calculate (for example: add, subtract, multiply, and divide - whole numbers, decimals, and fractions and use basic algebraic equations).

Move: Initial here_____
Move freely to perform safe client care with both gross and fine motor skills.

Lift: Initial here_____
Lift and/or support a person in order to safely assist that person to change position, move and ambulate.

Think: Initial here_____
Successfully complete the pre-requisites of the Nurse Education program. Have the ability to learn, assess, analyze, and solve problems.

Transport: Initial here_____
Transport self (for example: travel to college, community assignments, clinical facilities, and community agencies…).

If any of the above information changes, it is the responsibility of the student to notify the Nurse Education Director.

I verify that the above information is true.

Student Name - Printed ________________________________

Student Name – Signature ___________________________ Date _________

revised 5/15
As a Nursing student, you are required to have health insurance. Corning Community College offers a comprehensive student health insurance plan underwritten by Nationwide Insurance.

For information about this plan, visit their website at http://studentinsurance.com to view the current 2017-2018 benefits brochure.

All Nursing students enrolled in NURS 1100–Nursing I, NURS 1500–Nursing II, NURS 2100–Nursing III, or NURS 2500–Nursing IV are automatically enrolled in CCC’s Student Health Insurance Plan. There will be an annual premium charge automatically added to your billing statement.

If you have your own health insurance plan, you may waive this coverage by providing documented proof of comparable coverage to the insurance company.

Waiver information

By completing the waiver, you are certifying that you have comparable coverage and agree that you will be responsible for your medical expenses, and that neither the college nor the Student Health Insurance Plan will be responsible for those expenses.

When the enrollment period opens for 2017-2018 academic year – approximately July 31, 2018 you can log in to the insurance website at http://studentinsurance.com to complete the waiver form.

Click on “Members tab”
Click on “Student”
Select “Corning Community College-Resident & Nursing”
Click on “Waiver”
Complete form

Please have your current health insurance ID card and a plan summary available as you will need this information to complete the form in order to waive the plan.

Upon completion, submission, review and approval of this form, the premium charge will be removed from your account.

For Advanced Placement Nursing students the request for waiver MUST be completed by Monday January 17th, 2018.

For additional information on the Student Health Insurance you can log into MyCCC → click on the Student tab → under Student Resources, click on Student Billing & Costs → in the body of information click on “Tips on Paying your Bill (PDF)” → then scroll to the area on Student Health Insurance.

If you do not have coverage and wish to enroll, no further steps are required, as you will be automatically enrolled in the plan. This plan covers just the enrolled student.

Additional information regarding coverage for spouse/family will be found on the insurance website AND an additional fee will be charged that will NOT be covered by financial aid.

Please contact the Nurse Education Department if you have questions or need information on how to meet these prerequisites.

Nurse Education Department
Corning Community College
132 Denison Parkway East
Corning, NY 14830
Phone – 607-937-1323 OR 1-800-358-7171 Ext 1323
CRIMINAL BACKGROUND & PENNSYLVANIA CHILD ABUSE SCREENING AND
HEALTH FORM – IMMUNIZATIONS/SCREENINGS/TITERS

The following information is required by clinical agencies and thus will be a requirement to enter nursing courses. However, since this is required by the clinical agencies it is subject to change based on their requirements. Students will be notified of any changes as soon as the Nurse Education Department has been notified by the agencies.

Criminal Background Screening

• **ALL nursing students** will need to have a current criminal background screening completed prior to being approved to enter their first nursing courses. **Results of the background check will need to be submitted with the Nursing I Eligibility Packet to the Nurse Education Department.** The Nurse Education Department has contracted with Corporate Screening Services, Inc. to complete the required background checks. **ONLY completed results from this company will be accepted.** This organization is able to obtain information nationally so regardless of whether your clinical lab is scheduled in Pennsylvania or New York State, you will only need to have this one background check completed. As long as you continue to move from one nursing course to the next, consecutively, you will only need to have just this 1 check completed.
  o **IF** you should leave the nursing courses, for whatever reason, and then petition to return, you will need to repeat the background check before being approved to return.

• **Results** will report nation-wide info
• **$60** (Please note this cost will include both the Corporate Screening Services - for criminal background check fee and ImmuniTrax – for required Nursing Health Form fee.)
• **How long before the criminal background results are ready** – approximately 1 week.
• **How to request the screening:** found on the following page.
• **What is to be submitted to the Nurse Education Department?** – All of your completed results printed from the Corporate Screening Services, Inc. site. The Nurse Education Department is not responsible for obtaining the results – **you will need to print the results and submit in your packet.**

Pennsylvania Child Abuse Screening

• **All Nursing students** will also need Pennsylvania Child Abuse screening. Because Pennsylvania does not allow a 3rd party access to this information, you will need to contact Pennsylvania directly. In the box marked “Purpose of Clearance Check one box only” **CHECK THE MOST APPROPRIATE BOX**
  • **Results** – will report ONLY Pennsylvania child abuse information.
  • **Cost** - $10
  • **How long before results are ready** – it can from 5-7 days for processing depending on how the information is submitted – on-line or sent via mail.
    o **Required results** – Results are expected to be clear

**Contact Information** – by using **www.compass.state.pa.us/cwis/public/home** you can request your Pennsylvania Child Abuse Screening and print out the result to be submitted with your packet.
NURSING PROGRAM STUDENT INSTRUCTIONS

Before Starting:

- A valid email is REQUIRED

1. **Getting Started:** Have your credit card/debit card (Visa/MasterCard/American Express/Discover) information ready in order to process payment. Your credit card will be charged $60.00 for the service.


3. Use this special promotional code: **CCCNBGIMM**

4. Complete profile & e-sign forms as they appear

5. After completing steps 1-4 as identified above, you will receive an e-mail from immunitraxsupport@medicat.com containing instructions for submitting your health and immunization documents (via fax or electronic upload). [Please Note: This part of the process is administered by ImmuniTrax powered by Medicat.]

You will be able to log in at [http://corning-cc.medicatimmunitrax.com](http://corning-cc.medicatimmunitrax.com) If you do not receive an email with instructions on how to log in to this site, email immunitraxsupport@medicat.com.

*Please note that this information is for the sole purpose of background screening for this school only. Unauthorized use of our service is prohibited*

When doing ImmuniTrax you MUST print out the Health Page that states all required shots and information. Take this page to your Health Care Provider. Have this page filled out entirely, signed and dated by the Provider. Send this page ONLY to ImmuniTrax to ensure they can verify your records, after you have self-reported these dates – PRINT verification document and attach to the other pieces of eligibility packet to turn in.

**NO NEED TO WAIT FOR CCC TO APPROVED THIS INFORMATION!**

**HEALTH REGULATIONS:** OUR HEALTH REQUIREMENTS DO NOT AUTOMATICALLY INCLUDE CCC’S HEALTH REQUIREMENTS. YOU MUST ALSO DO THE HEALTH OFFICE QUESTIONIER FOUND ONLINE UNDER HEALTH OFFICE. (REFER TO Health office immunizations requirements.)
Effective December 31, 2014

- The Pennsylvania Child Abuse History Clearance Application can be submitted online. Once you enter the link below you will be directed to the Child Welfare Portal where you must create an account or log in if you already have an account. Note: You will need an email address to create an account.

- The Pennsylvania Child Abuse History Clearance Certificate will no longer be issued on ivory marble security paper. All Child Abuse History Clearance results will be issued on plain white paper as of December 31, 2014.

- Volunteers are no longer required to submit a copy of the processed results of their “Request for Criminal Records Check (SP4-164) from the Pennsylvania State Police or a copy of their FBI results with their Pennsylvania Child Abuse History Clearance Application. If we receive copies attached to the Pennsylvania Child Abuse History Clearance Application we will not return those copies to the applicant.

**Electronic Submission**

Child Abuse History Clearance Online: [https://www.compass.state.pa.us/CWIS](https://www.compass.state.pa.us/CWIS)

Creating an account and submitting your clearance application online will give you immediate access to your results or the status of your results if your results cannot be processed immediately.

Organizations who want to set up business accounts must first register for a Business Partner User account using the “Organization Account Access” link on the Child Welfare Portal. Organization accounts will allow businesses and organizations to purchase child abuse history clearance payment codes and distribute those codes to applicants. When an applicant uses a code given to them by an organization, the organization will have access to the applicant’s child abuse history clearance results once those results are processed.

For questions related to the Pennsylvania Child Abuse History Clearance, please contact the ChildLine Verification Unit at 717-783-6211 or toll free at 1-877-371-5422